

**REDEVELOPMENT AUTHORITY OF THE CITY OF BETHLEHEM  
JULY 11, 2024**

Conference Room A100  
Public Safety Building  
Bethlehem City Hall  
10 East Church Street  
Bethlehem, PA 18018

**MINUTES**

The Board of the Redevelopment Authority of the City of Bethlehem met for a rescheduled regular meeting on Thursday, July 11, 2024 at 5:30 in Conference Room A100 of the Public Safety Building, at Bethlehem City Hall; 10 East Church Street, Bethlehem, Pennsylvania. The place, the hour and the date duly noted for the holding of this meeting was publicized.

Chairperson Tracy Oscavich called the meeting to order and the following members were present:

Ronald Heckman  
Tracy Samuelson  
Christopher Spadoni

The Chairperson called a quorum present.

Also present were:           Laura Collins, Director of Community and Economic Development  
Sean Ziller, Deputy Director of Economic Development  
Jack Spirk, Solicitor for the City of Bethlehem  
Heather M. Bambu-Weiss, Board Secretary  
Michael E. Riskin, Esq., Solicitor

**APPROVAL OF MINUTES**

Mr. Heckman made a motion to approve the minutes of the May 23, 2024 regular meeting of the Redevelopment Authority. The minutes were emailed earlier to each member of the Board. Ms. Samuelson seconded the motion. The motion carried unanimously and the minutes of the May 23, 2024 regular meeting of the Redevelopment Authority were approved.

**CASH REPORTS**

Ms. Samuelson made a motion to approved the cash reports for the months ended March 31, 2024; April 30, 2024; and May 31, 2024. These cash reports were emailed earlier to each member of the Board. Mr. Heckman seconded the motion. The motion carried unanimously and the cash reports for the months ended March 31, 2024; April 30, 2024; and May 31, 2024 were approved.

**COURTESY OF THE FLOOR**

There were no comments during the Courtesy of the Floor portion of this meeting.

**REAFFIRM EMAIL VOTE – USE PERMIT AGREEMENT – PRIDE PALOOZA PARTY**

Ms. Oscavich indicated that the RDA Board has been asked to reaffirm its email vote which authorized the RDA to enter into a Use Permit Agreement with Christmas City Spirits, LLC for the use of the RDA portion of the Sun Inn Courtyard property as part of the Pride Palooza Party event in June 2024.

Mr. Spadoni made a motion to reaffirm the email vote which authorized the RDA to enter into a Use Permit Agreement with Christmas City Spirits, LLC for the use of the RDA portion of the Sun Inn Courtyard property as part of the Pride Palooza Party event in June 2024.

Mr. Heckman seconded the motion. The motion was unanimously approved. As a result, the RDA Board unanimously reaffirmed the RDA email vote which authorized the RDA to enter into a Use Permit Agreement with Christmas City Spirits, LLC for the use of the RDA portion of the Sun Inn Courtyard property as part of the Pride Palooza Party event in June 2024.

**RESOLUTION NUMBER 1513**

Ms. Oscavich indicated that the RDA Board has been asked to review and consider for approval Resolution Number 1513, which authorizes the RDA to enter into a Settlement Agreement with the City of Bethlehem and Christmas City Hotel involving the parking area used by the Hotel Bethlehem.

Mr. Spadoni asked if the Settlement Agreement was reviewed and approved by the City of Bethlehem. Mr. Spirk indicated that the City has reviewed the agreement and added that it has been approved by Bethlehem City Council.

Ms. Oscavich noted that since the Settlement Agreement is a tri-party agreement, there are portions which apply to the City of Bethlehem and Christmas City Hotel but do not involve the RDA. As a result, Ms. Oscavich asked that the record reflect any action by the RDA Board, with respect to this Settlement Agreement, be applicable to only those areas which directly impact the RDA and the parcel it owns at the site.

Following this discussion, Mr. Heckman presented the following resolution to the Board and moved for its adoption by the Board with the note that approval of the Settlement Agreement by the RDA is being done as it pertains to those aspects which directly impact the RDA and the parcel it owns at the site.

WHEREAS, Christmas City Hotel, LLC (“CCH”) is the owner of the Historic Hotel Bethlehem (the “Hotel”); and

WHEREAS, the City of Bethlehem (“City”) asserts that it is the record titleholder of that certain parcel of real property located in the City of Bethlehem, Northampton County, Pennsylvania, designated as Tax Parcel ID No. P6NW3B 2 1, and more particularly identified on Exhibit A, attached to this resolution, a portion of which CCH and its predecessors in interest have historically used and maintained for Hotel Parking and an exit land for Hotel customers, as shown and described on Exhibit A; and

WHEREAS, the Redevelopment Authority of the City of Bethlehem (“RDA”) asset that it is the record titleholder of that certain parcel of real property located in the City of Bethlehem, Northampton County, Pennsylvania, designated as Tax Parcel ID No. P6NE4A 1 1, and more particularly identified on Exhibit B, attached to this resolution, a portion more of which CCH and its predecessor-in-interest have historically used and maintained for Hotel parking and an exit lane for Hotel customers, as shown and described on Exhibit B; and

WHEREAS, at all times during its ownership and operation of the Hotel, CCH assets having repairs, improved and maintained both areas indicated on Exhibit A and Exhibit B while preventing public parking thereon since purchasing the Hotel on or about January 15, 1999 and by such actions, together with the actions of its predecessors-in-interest, CCH has acquired ownership of these areas by meeting the Pennsylvania legal requirements for adverse possession; and

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WHEREAS, the City and RDA dispute the adverse possession claim of CCH; and

WHEREAS, the Parties entered into a certain Agreement dated August 4, 2023, whereby CCH paid the RDA a good faith payment as an acknowledgement that CCH would continue discussions with the City and RDA aimed at settling the issue of record title to the Parking Area, in lieu of CCH bringing the Quiet Title Action and/or City and RDA filing claims for ejection, and the Parties agreed that the Good Faith Payment would be applied as a credit toward any settlement payment ultimately agreed to by the Parties; and

WHEREAS, since the execution of the 2023 Agreement, the Parties have remained in discussions for the mutual benefits of the Parties aimed at settling the issue of record to the Parking Area; and

WHEREAS, the Parties have agreed on settlement terms to resolve the title issues and disputes associated with the Parking Area by having the City and RDA grant an exclusive, perpetual exclusive easement that will run with the land for the continuous unrestricted use, without interruption or reversion, of a total easement area corresponding to the Parking Area for Hotel operations, that CCH has historically used and maintained.

NOW, THEREFORE, BE IT RESOLVED, that the Redevelopment Authority of the City of Bethlehem hereby approves the attached Settlement Agreement with the City of Bethlehem and Christmas City Hotel, LLC, subject to the review and approval of the Easement Agreement by the Solicitor for the City and the Solicitor for the RDA, which the Chairperson, Vice-Chairperson or Executive Director shall be authorized to sign, same to be attest to by the Secretary.

(Resolution Number 1513)

Mr. Spadoni seconded the motion. The motion was unanimously approved. As a result, Resolution Number 1513 was unanimously adopted by the Board with this adoption and approval being done as it pertains to those aspects of the Settlement Agreement which directly impact the RDA and the parcel it owns at the site.

**USE PERMIT AGREEMENT – BLUEBERRY BOUNCE LAUNCH PARTY**

Ms. Oscavich indicated that the RDA Board has been asked to review and consider entering into a Use Permit Agreement with Christmas City Spirits, LLC for the use of the RDA portion of the Sun Inn Courtyard property as part of the Blueberry Bounce Launch Party event in July 2024.

Ms. Collins indicated that this request is similar to those which have been made to the RDA in the past when events were being conducted in the Sun Inn Courtyard and were to involve the RDA portion of the courtyard property.

Mr. Heckman made a motion to authorize the RDA to enter into a Use Permit Agreement with Christmas City Spirits, LLC for the use of the RDA portion of the Sun Inn Courtyard property as part of the Blueberry Bounce Launch Party event in July 2024.

Mr. Spadoni seconded the motion. The motion was unanimously approved. As a result, the RDA Board unanimously authorized the RDA to enter into a Use Permit Agreement with Christmas City Spirits, LLC for the use of the RDA portion of the Sun Inn Courtyard property as part of the Blueberry Bounce Launch Party event in July 2024.

**USE PERMIT AGREEMENT – FOP CONFERENCE EVENT**

Ms. Oscavich indicated that the RDA Board has been asked to review and consider entering into a Use Permit Agreement with Christmas City Spirits, LLC for the use of the RDA portion of the Sun Inn Courtyard property as part of the 48<sup>th</sup> Biennial Fraternal Order of Police (FOP) Conference Entertainment Event in July 2024.

Mr. Heckman made a motion to authorize the RDA to enter into a Use Permit Agreement with Christmas City Spirits, LLC for the use of the RDA portion of the Sun Inn Courtyard property as part of the 48<sup>th</sup> Biennial Fraternal Order of Police (FOP) Conference Entertainment Event in July 2024.

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Mr. Spadoni seconded the motion. The motion was unanimously approved. As a result, the RDA Board unanimously authorized the RDA to enter into a Use Permit Agreement with Christmas City Spirits, LLC for the use of the RDA portion of the Sun Inn Courtyard property as part of the 48<sup>th</sup> Biennial Fraternal Order of Police (FOP) Conference Entertainment Event in July 2024.

**RESOLUTION NUMBER 1514**

Ms. Oscavich indicated that the RDA Board has been asked to review and consider for approval Resolution Number 1514, which authorizes Sean Ziller to replace Laura Collins as Executive Director of the RDA.

Ms. Collins reminded the Board that when she was named Executive Director of the RDA it was done to temporarily replace Alicia Miller Karner who had left the City of Bethlehem position of Deputy Director of Economic Development. She added that Sean Ziller has since been named as the current Deputy Director of Economic Development. Ms. Collins added that one of the duties of this role involves the activities of the RDA and naming Mr. Ziller as Executive Director would allow him to assume these duties.

Following this presentation and discussion, Mr. Heckman presented the following resolution to the Board and moved for its adoption by the Board.

WHEREAS, the CITY OF BETHLEHEM, is a municipal corporation being a City of the Third-Class, subject to the Optional Third-Class City Charter Law, organized and existing under the laws of the Commonwealth of Pennsylvania, its constituent parts being split by law between Northampton County and Lehigh County, Pennsylvania with principal administrative offices at City Hall, 10 East Church Street, Bethlehem, PA 18018 (hereinafter referred to as "CITY"); and

WHEREAS, the REDEVELOPMENT AUTHORITY OF THE CITY OF BETHLEHEM, is a municipal authority organized and existing under the laws of the Commonwealth of Pennsylvania, with principal administrative offices at City Hall, 10 East Church Street, Bethlehem, PA 18018 (hereinafter referred to as "RDA"); and

WHEREAS, the RDA was created pursuant to Resolution 4624 enacted on January 13, 1953 by the City Council of the City of Bethlehem to exercise power authorized by the Urban Redevelopment Law. 35 PS §2701 eq seq; and

WHEREAS, the RDA has completed many projects since its creation and continues to own and maintain certain improvements and performed certain actions authorized under the Urban Redevelopment Law; and

WHEREAS, the RDA is entering a phase under which its projects and resources are more limited in scope, but its value remains important; and

WHEREAS, the City and RDA recognize that a partnership between them is mutually valuable for the purpose of ensuring continuity in staffing and maintaining RDA operations with respect to the subjects and operations hereinafter identified; and

WHEREAS, the current Executive Director, Laura Collins, wishes to transfer the role and responsibility of this position to the newly hired Deputy Director of Economic Development for the City.

NOW, THEREFORE, BE IT RESOLVED, that Sean Ziller, currently serving as the Deputy Director of the Department of Economic Development for the City, will act as Executive Director for the RDA.

BE IT FURTHER RESOLVED, that Mr. Ziller will serve for no additional compensation and within benefits until such time as he no longer serves as Deputy Director of Economic Development or other arrangements are made by the RDA or the City.

(Resolution Number 1514)

Ms. Samuelson seconded the motion. The motion was unanimously approved. As a result, Resolution Number 1514 was unanimously adopted by the Board authorizing Sean Ziller to replace Laura Collins as Executive Director of the RDA.

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**ADJOURNMENT**

As there was no further business, Ms. Samuelson made a motion to adjourn the July 11, 2024 RDA Board meeting. Mr. Spadoni seconded the motion and the motion was unanimously carried. As a result, the meeting adjourned at 5:45 P.M.

Submitted by,

Heather M. Bambu-Weiss  
Board Secretary